

Nashua Green Micro-Loan Fund

*The **Nashua Green Micro-Loan Fund** will provide loans of up to \$25,000 to qualified micro entrepreneurs in Nashua. Typical loans will range from \$5,000 to \$15,000. It is expected that six loans will be made to Nashua-based microenterprises, leading to the creation or retention of at least 6 permanent, full-time jobs.*

As a result of the collapse of the financial markets in the fall of 2008, banks have tightened credit standards for both businesses and consumers. The impact of the tightening credit markets have been felt by local small business owners and aspiring entrepreneurs. The Nashua Green Micro-Loan Fund seeks to provide a needed source of credit for micro-entrepreneurs looking to establish “green” businesses. It is envisioned that many of the loan recipients will be newly minted entrepreneurs—Nashua residents who have recently been laid off.

The Nashua Green Micro-Loan Fund will seek to provide capital to those starting “green” businesses, including those in the following industry sectors:

- *Alternative energy;*
- *Green construction and retrofit sector;*
- *Small-scale, high value-added manufacturing using local materials;*
- *Sale of locally- produced goods; or*
- *Local and regional sustainable food supply and production.*

The Fund would target micro-enterprises either based in the Nashua Community Development Block Grant (CDBG) Target Area or those that are owned by residents of the Nashua CDBG Target Area.

Nashua Green Micro-Loan Fund

Pre-Screening Loan Application Part I

The Federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal Agency that administers compliance with this law is the Federal Deposit Insurance Corporation, 15 Braintree Hill Office Park, Braintree, MA 02184.

1. Borrower/Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Email: _____

2. Type of Business: _____

Date Established: _____ Federal Tax ID #: _____

Type of Business Entity: ☐ S-corp. ☐ C-corp. ☐ LLC ☐ sole prop. ☐ partnership

3. Financing Request:

a) Amount Requested from the Nashua Green Micro-Loan Fund: _____

b) Have you applied for other financing and for how much? _____

c) How much owner's equity will be committed to this project? _____

4. Estimated Project Costs:

a) Land _____

b) Land Improvements _____

c) Building _____

d) Machinery & Equipment _____

e) Professional Fees (lawyers, etc.) _____

f) Working Capital _____

g) Other (contingency construction interest, etc.) _____

Total _____

5. Amount Requested and Source of Funds (include terms and loan interest rates)

- a) Bank _____
- b) Nashua Green Micro-Loan Fund _____
- c) Agency (SBA, BFA, OSP, etc.) _____
- d) Equity _____
- e) Total _____

6. Please describe your attempts to obtain commercial credit for this project

Brief Project Description _____

7. Timetable for completion of project: _____

8. Available collateral other than project assets: _____

| | | |
|-------|-------------|---------------------------|
| _____ | Value _____ | Appraisal Available _____ |
| _____ | Value _____ | Appraisal Available _____ |
| _____ | Value _____ | Appraisal Available _____ |

9. Employment

- 1. Before project _____
- 2. After project _____

10. Application prepared by:

Name _____
Title _____ Telephone _____

11. Registered Agent: (legal representative for notification purposes in NH)

Name _____

Title _____ Telephone _____

12. The following questions pertain to the applicant, company, officers, directors or principal stockholders:

Have you ever declared bankruptcy? Yes_____ No_____

Have you ever been in receivership? Yes_____ No_____

Have you ever had any compromises with creditors? Yes_____ No_____

Do you have any pending litigation? Yes_____ No_____

Do you have any pending criminal charges? Yes_____ No_____

Have you ever been convicted of a felony? Yes_____ No_____

Do you owe any payroll or other taxes to the IRS? Yes_____ No_____

Are you in default on any federal/school loans? Yes_____ No_____

If yes, please describe below:

13. Are all principals U.S. Citizens? Yes _____ No _____

If no, please detail _____

14. Please list all officers and stockholders of the corporation with 20% or more ownership:

1. Name _____ Title _____
Address _____
City/State/Zip _____
Percent (%) Ownership _____
Social Security Number _____ Date of Birth: _____

2. Name _____ Title _____
Address _____
City/State/Zip _____
Percent (%) Ownership _____
Social Security Number _____ Date of Birth: _____

3. Name _____ Title _____
Address _____
City/State/Zip _____
Percent (%) Ownership _____
Social Security Number _____ Date of Birth: _____

4. Name _____ Title _____
Address _____
City/State/Zip _____
Percent (%) Ownership _____
Social Security Number _____ Date of Birth: _____

15. CERTIFICATION / AUTHORIZATION / SIGNATORY PAGES

1. I / we certify that all information provided is accurate and true to the best of my knowledge. I further certify that the corporation / company applying for funds is current and in good standing with any applicable payroll or other taxes due to the Internal Revenue Service.
2. I/We have not paid anyone connected with the City of Nashua for assistance in obtaining the requested loan.
3. I / we acknowledge that there are fees associated with applying for a loan through the Nashua Green Micro-Loan Fund. Those fees include a non-refundable \$250.00 Application Fee which is assessed after the City of Nashua Economic Development Office reviews the pre-screening application. A Loan Origination Fee may be included at the time of offer. Legal costs are due at closing and paid by the borrower. I / we agree to pay for or reimburse the City of Nashua for the cost of any surveys, title or mortgage examination, appraisals, etc., performed by non-City personnel provided I/We have given my/our consent.
4. I / we authorize the City of Nashua Economic Development Office to obtain credit reports on my credit history.

Printed Name: _____

Signature: _____

Title: _____ Date: _____

Printed Name: _____

Signature: _____

Title: _____ Date: _____

Printed Name: _____

Signature: _____

Title: _____ Date: _____

Nashua Green Micro-Loan Fund

Pre-Screening Loan Application Part II

Company: _____ **Date:** _____

Please provide all items marked with a ✓ as part of this loan application.

Information Needed

- ☐ Last 3 year's fiscal year end financial statements
- ☐ Last 3 year's corporate tax returns
- ☐ Current management-prepared interim financial statement (Balance Sheet and Profit & Loss) and last year's similar period interim financial statement for comparison purposes
- ☐ Last 3 year's financial statements and/or tax returns on all affiliated companies and real estate entities (if applicable)
- ☐ Projections – along with facts and assumptions supporting them
- ☐ Cash Flow Projections
- ☐ Current Accounts Receivable Agings
- ☐ Current Accounts Payable Agings
- ☐ Personal financial statement on all owners/guarantors: _____
- ☐ Personal tax returns on all owners/guarantors: _____
- ☐ Equipment List
- ☐ Business Plan
- ☐ Background on Management
- ☐ Brochures and other information as to company's products and services
- ☐ _____
- ☐ _____

Nashua Green Micro-Loan Fund
Pre-Screening Loan Application Addendum

| Creditor | Loan Balance | Monthly Payment | PURPOSE/DESCRIPTION | Interest Rate | Loan Origination Date | Maturity Date | Collateral |
|----------|--------------|-----------------|---------------------|---------------|-----------------------|---------------|------------|
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